

# Clarke County

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**PLANNING COMMISSION  
BRIEFING MEETING MINUTES  
JANUARY 7, 2014**



A briefing meeting of the Planning Commission of Clarke County, Virginia was held at the Berryville/Clarke County Government Center, Berryville, Virginia, on Tuesday, January 7, 2014.

## **ATTENDANCE**

Present: George L. Ohrstrom, II, Chair; Anne Caldwell, Vice Chair; Robina Bouffault; Scott Kreider; Doug Kruhm; Tom McFillen, Chip Steinmetz; and Jon Turkel.

Absent: Clay Brumback, Cliff Nelson and John Staelin;

Staff present: Brandon Stidham, Planning Director; and Jesse Russell, Zoning Administrator.

## **CALL TO ORDER**

Chair Ohrstrom called the meeting to order at 3:00 p.m.

The Commission reviewed the items on the agenda for the Planning Commission meeting of January 10, 2014.

The Commission also discussed several new business items including:

- Establishment of filing deadlines for Rezoning, Special Use Permit, Site Plan and Major Subdivision applications. This item was forwarded to the Site Plan Subcommittee for additional review;
- Administrative approval of 100 acre lot divisions and boundary line adjustments. This item was forwarded to the Policy Subcommittee for additional review;
- Staff notification to Planning Commission of pending matters for administrative approval. The Commission requested Bob Mitchell to attend the February briefing meeting to discuss this issue; and
- Text Amendment to Zoning Ordinance Section 5-C (Revocation). The Commission agreed by consensus to add this item to the January 10<sup>th</sup> meeting agenda to set public hearing for February.

Mr. Stidham also provided the Commissioners with a brief update on the Economic Development Strategic Plan Subcommittee's work.

There being no further business to come before the Commission, the meeting was adjourned at 4:00 p.m.

George L. Ohrstrom, II, Chair

Brandon Stidham, Planning Director